

Quotation Request //

US Government Publishing Office

Agency Publishing Services
732 North Capitol Street, NW
Washington DC 20401-0001

JACKET:428-140

Quotations are Due By:

(Eastern Time)10:00 AM on 12/18/2023

Submit Quotes Online, unless otherwise instructed, via: <http://contractorconnection.gpo.gov/openjobs.aspx>

Contractor must provide mandatory W-9 form before GPO makes payment.

TITLE: Collective Bargaining Agreement 2023-2028

QUANTITY: 2000 Plastic Coil-Bound Booklets.

****Contractors are required to enter a true 'Additional Rate'. This is the running rate (with make-ready/setup removed), not a per item price of total cost.****

SUBMISSION OF QUOTES: Vendor to submit quotes via Quick Quote (<https://contractorconnection.gpo.gov/OpenJobs>). Late quotes will not be accepted. All problems submitting quotes via Quick Quote must be reported prior to bid opening time to Carrie Guasto, APS DC, at 202-512-0866 or cguasto@gpo.gov.

TRIM SIZE: 5-1/2 x 7"

PAGES: 106 pages plus separate 2-piece cover.

SCHEDULE:

Furnished Material will be available for pickup by 12/22/2023

Deliver complete (to arrive at destination) by 01/31/2024

F.O.B. destination

QUALITY LEVEL: 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

****DIGITAL PRINTING IS ACCEPTABLE.****

At contractor's option, the product may be produced via conventional offset or digital printing provided that Quality Level 3 standards are maintained. Final output must be a minimum of 150 line screen and at a minimum resolution of 2400 x 2400 x 1 bit or 600 x 600 x 8 bit depth technology. Digital device must have a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles.

PRINTING:

COVER: Covers 1 and 4 print face only in 4-color process with solid heavy coverage and eight (8) lines of type reversing out to appear white. Full bleeds all sides. After printing, coat the entire surface of Covers 1 and 4 with a Non-Yellowing Gloss Aqueous Coating or Gloss UV to prevent scratching and smearing. Covers 2 and 3 are blank.

TEXT: Text pages are folioed 2 thru 105 and print face and back (head to head) in black only with type/rule matter and agency seal/logo. No pages bleed.

CONSTRUCTION: After printing, flush trim all sides and collate covers and text pages. After collating, punch suitably along the entire 7" side and bind with suitable black plastic coil. GBC binding is not acceptable.

MATERIAL FURNISHED: Contractor to receive. via email after award.

Purchase Order.

One (1) PDF File containing covers and text as 8-1/2 x 11". Contractor to reduce proportionally by 64% and center on 5-1/2 x 7" page. Contractor is responsible for extending bleeds on C1 and C4 as necessary.

GPO Form 892c (R. 12/17) Proofs.

GPO Form 2678 (departmental random copies-blue label).

GPO Form 917 (Certificate of Selection).

Contractor to download the "Labeling and Marking Specifications form (GPO Form 905, R. 7-15) from gpo.gov, fill in appropriate blanks, and attach to shipping containers.

Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the contract administrator.

The contractor shall create or change any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order with exception to weight.

COVERS: JCP Code* L10, Gloss-Coated Cover, White, Basis Size 20 X 26", 120lb - 130lb

TEXT: JCP Code* A60, Uncoated Text, White, Basis Size 25 X 38", 60lb

COLOR OF INK:

Covers 1 and 4: 4-color process + clear gloss aqueous or UV coating

Text: black

PRINT PAGE: Head to Head

MARGINS:

Cover: Inadequate gripper.

Text: Adequate gripper.

Follow electronic file.

PROOFS:

E-MAIL PROOFS (indicate margins): CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT. One (1) set of E-Mailed Electronic Page Proofs. Contractor to submit one "Press Quality" PDF "soft" proof (for content only) using the same Raster Image Processor (RIP) that will be used to produce the final printed product. PDF proof will be evaluated for text flow, image position, and color

breaks. Proof will not be used for color match.

E-Mailed proofs (marked with Jacket/Req. Number plus return name and E-Mail address) directly to the Agency at joseph_amatrudo@nps.gov, debra_melton@nps.gov, and cc: cguasto@gpo.gov. Contractor must call GPO Contract Compliance Section at (202) 512-0520 immediately upon E-Mailing proofs and immediately upon receiving the returned proofs (or OK E-Mail) back from the Department. Proofs will be withheld not more than (2) workdays from receipt at the Department to receipt in the contractor's plant.

AND

IF PRODUCED DIGITALLY: Two (2) sets of digital color one-off proofs created using the same output device/RIP that will be used to produce the final printed product on the actual production stock. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed, and bound to the finished size/format of the product, as applicable. Proof will be used for color match on the press during the production run.

IF PRODUCED OFFSET: Two (2) sets of digital color content proofs. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi. Proofs must be created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and bound to the finished size of the product as applicable.

Send two (2) sets of proofs via traceable means directly to: National Park Service, 1234 Market Street, Philadelphia PA 19107, Attn: Joseph Amatrudo, 267-377-5362.

Contractor must call GPO Contract Compliance Section at 202-512-0520, or e-mail information to compliance@gpo.gov immediately upon sending/delivering proofs and immediately upon notification that the proofs are available for pickup at the department. Proofs will be withheld not more than two (2) workdays from receipt in the department to when they are made available for pickup at the department.

PLUS AFTER PDF/CONTENT APPROVAL

PRIOR TO PRODUCTION SAMPLES:

Prior to the commencement of production of the contract production quantity, the contractor shall submit two (2) samples via traceable means to: National Park Service, 1234 Market Street, Philadelphia PA 19107, Attn: Joseph Amatrudo, 267-377-5362.

Sample will be tested for conformance of materials and for construction. Sample must be constructed as specified using the form, materials, equipment, and methods of production, which will be used in producing the final product. All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

Samples will be inspected and tested and must comply with the specifications in all respects. The container and accompanying documentation shall be marked PREPRODUCTION SAMPLES and shall include the GPO jacket, and purchase order. The samples must be submitted in sufficient time to allow Government

testing of the samples and production and shipment in accordance with the shipping schedule.

The Government will approve, conditionally approve, or disapprove the samples within (3) workdays of the receipt thereof. Approval or conditional approval shall not relieve the contractor from complying with the specifications and all other terms and conditions of the contract. A conditional approval shall state any further action required by the contractor. A notice of disapproval shall state the reasons therefor.

If the samples are disapproved by the Government, the Government, at its option, may require the contractor to submit additional samples for inspection and test, in the time and under the terms and conditions specified in the notice of rejection. Such additional samples shall be furnished, and necessary changes made, at no additional cost to the Government and with no extension in the shipping schedule. The Government will require the time specified above to inspect and test any additional samples required.

In the event the additional samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the shipping schedule.

In the event the Government fails to approve, conditionally approve, or disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with Contract Clause 12, "Notice of Compliance With Schedules," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)).

Manufacture of the final product prior to approval of the sample submitted is at the contractor's risk. Samples will not be returned to the contractor. All costs, including the costs of all samples shall be included in the contract price for the production quantity.

All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

NOTE: Proofs will NOT be returned to contractor.

Contractor must call GPO Contract Compliance Section at 202-512-0520, or e-mail information to compliance@gpo.gov immediately upon sending/delivering proofs and immediately upon notification that the proofs are available for pickup at the department. Proofs will be withheld not more than (3) workdays from receipt in the department to when they are made available for pickup at the department.

Contractor must also notify the ordering agency/GPO with tracking information on the same day that the proof ships/delivers via e-mail sent to joseph_amatrudo@nps.gov, debra_melton@nps.gov, and cc: cguasto@gpo.gov. The subject line of this message shall be "PROOF Notice for Jacket# 428-140 / Requisition# 4-02714".

CONTRACTOR MUST RECEIVE PDF PROOF APPROVAL BEFORE PROCEEDING TO PRIOR TO PRODUCTION SAMPLE.

CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT" ON PRIOR TO PRODUCTION SAMPLE.

BINDING:

See "Description" herein.

PACKING:

Shrink film wrap in units of 10.

Pack suitably in cartons and shipping containers to prevent damage to books during shipping.

NTE 40 lbs.

NOTE: MARK ALL CARTONS WITH THE FOLLOWING INFORMATION:

JOB TITLE: Collective Bargaining Agreement 2023-2028

REQUISITION: 4-02714

JACKET NO.: 428-140

QUANTITY: _____

NUMBER OF BOXES: EX. Box 1 of 4, Box 2 of 4...

DISTRIBUTION:

Distribution Notice: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to debra_melton@nps.gov, joseph_amatrudo@nps.gov and cc: cguasto@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 428-140, Req. No. 4-02714". The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

Deliver 2,000 copies (including 50 Departmental Random "Blue Label" Copies) via traceable means to: National Park Service, 1234 Market Street, Philadelphia PA 19107, Attn: Eric Pugar/Donna Faison, 267-377-5362.

Note: For the "Blue Label" Copies -- A copy of the Government furnished certificate (GPO Form 917) must accompany the voucher sent to GPO, Financial Management Service, for payment. Failure to furnish the certificate may result in delay in processing the voucher. NOTE: Form is also available at <https://www.gpo.gov/pdfs/vendors/sfas/Form917.pdf>

All expenses incidental to submitting proofs, furnishing samples and returning materials, must be borne by the contractor.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Inspection Levels (from ANSI/ASQC Z1.4):

(a) Non-destructive Tests -- General Inspection Level I.

(b) Destructive Tests -- Special Inspection Level S-2.

Specified Standards-- The specified standards for the attributes requiring them shall be:

ATTRIBUTE

P-7. Type Quality and Uniformity
P-10. Process Color Match

SPECIFIED STANDARD

Approved Proofs/Furnished Electronic File
Approved Proofs/Furnished Electronic File

Prior to Award, Contractor may be required to provide information related to specific equipment that will be used for production.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site preaward survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the low contractor may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent Balance Sheet
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential, and used only for the determination of responsibility by the Government. Failure to provide the requested information in a timely manner may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

PAYMENT: Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing.

Instruction for using this method can be found at the following web address:
<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/how-to-work-with-us/vendors/how-to-get-paid>.

Attachment(s): NONE